



UNITED STATES DEPARTMENT OF COMMERCE
Office of Inspector General
Washington, D.C. 20230

September 6, 2019

VIA E-MAIL

Dr. Karron
MuckRock News
DEPT MR 79870
411A Highland Ave
Somerville, MA 02144-2516

RE: FOIA Inquiry

Dear Dr. Karron:

This letter is to acknowledge receipt of your email received by the Department of Commerce, Office of Inspector General (OIG) on September 4, 2019, in which you seek copies of "Reimbursement and Bonus information for [named former Special Agent]". Pursuant to Department of Commerce FOIA regulations at 15 C.F.R. § 4.4, FOIA requests "must include the requester's full name." Your request as currently formulated does not meet that requirement.

In addition, we ask that you provide clarification of your request for records pursuant to the Department's FOIA regulations. 15 C.F.R. § 4.6(c). Specifically, we require clarification regarding the dates and types of "reimbursement and bonus information" you seek. Department of Commerce FOIA regulations state that, a "FOIA request must reasonably describe the agency records sought, to enable Department personnel to locate them with a reasonable amount of effort... Whenever possible, a request should include specific information about each record sought, such as the date, title or name, author, recipient, subject matter of the record, case number, file designation, or reference number, and the name and location of the office where the record(s) might be found." 15 C.F.R. § 4.4(c). Your request does not reasonably describe the records sought with sufficient specificity to enable the OIG to locate responsive records with a reasonable amount of effort. I am available to discuss your request if you would like to reformulate or modify your request. If you fail to provide sufficient detail by October 21, 2019, we will notify you in writing that your request has not been properly made, and that no further action will be taken.

If you have any questions regarding your request, please contact me or Laura Main, Government Information Specialist, by phone at (202) 482-5992 or via e-mail at FOIA@oig.doc.gov.

Sincerely,
**JENNIFER
PIEL**
Jennifer Piel
FOIA Officer

Digitally signed by
JENNIFER PIEL
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